

ADMINISTERING MEDICATIONS TO STUDENTS

Designated school personnel may administer medications to students at school only under specified conditions.

Before any prescription medication may be administered to a student, designated school personnel shall receive written parental consent and written instructions from the student’s health care practitioner. Non-prescription (over-the-counter) medication shall only be administered to students by school personnel with written parental consent and instructions.

An asthmatic student may use and possess a metered dose inhaler or dry powder inhaler while in school, at a school-sponsored activity or under the supervision of a school authority if the student: (1) uses the inhaler before exercise to prevent the onset of asthmatic symptoms or uses the inhaler to alleviate asthmatic symptoms; (2) has the written approval of the student’s physician and, if the student is a minor, the written approval of the student’s parent/guardian; and, (3) has provided the building principal with a copy of the required approval(s).

All written instructions and consent forms shall be on file before any medication is administered to students by designated school personnel. The school nurse shall be responsible for reviewing the written medication instructions periodically, maintaining complete and accurate medication records, and storing all prescription and over-the-counter medications in a safe and secure place.

School personnel authorized to administer medications to students shall be provided appropriate instruction and shall not be required to administer any medication to a student by any means other than ingestion.

LEGAL REF.: Sections 118.125                   Wisconsin Statutes  
                  118.29  
                  118.291  
                  118.292  
                  121.02(1)(g)  
                  PI 8.01(2)(g), Wisconsin Administrative Code

CROSS REF.: JHCD-R, Medication Administration Procedures  
                  JHCD-E, Parental Permission/Health Care Practitioner Order to Administer Medication  
                  JFCH/JFCI, Student Alcohol and Controlled Substances Abuse  
                  JHC, Emergency Nursing Services  
                  JHCC, Communicable Disease Control  
                  JO-R, Guidelines for the Maintenance and Confidentiality of Student Records  
                  District Exposure Control Plan

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